

**LAND SUBDIVISION COMMITTEE MEETING**  
**August 5, 2010**

**Members**

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Gregg Humphrey

Steve Stewart

Nate Bottom

Jim Henricks

Cyndi Knowles

Matt McLaughlin

Paul O'Shea

Kenneth Springs

Roleen Thoele

Rick Weber

Lori Williams

**Others**

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Bob Barker

Mike Curtis

Lewis Memorial Christian  
Village representatives

Mike Lopez

Bob Lowe

John Martin

Phil Martin

Suzie Weissberg

**Staff**

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Joe Zeibert

Norm Sims

Mary Jane Niemann

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

**FILE NO.** 1991-09

**CENSUS TRACT #** 36.03

**NAME OF SUBDIVISION:** Oak Park – 10<sup>th</sup> Addition – Resurvey of Lot 228 – Location & Sketch Map

**JURISDICTION:** City

**DATE OF MEETING:** August 5, 2010

**OWNER:** Oak Park Estates LLC – Bob Barker

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. SE ¼, Section 3, T15N, R6W (NW corner of Iles Avenue & eventual extension of Bradfordton Road)

7.677   **Acres**   21   **Lots**

**MOTION TO RECOMMEND:** Approve, Subject To

**BY:** Nate Bottom

**2<sup>ND</sup> BY:** Kenneth Springs

**VOTE:** Unanimous

Phil Martin presented the location & sketch map.

Joe Zeibert, Regional Planning Commission, said the staff recommends approval of the location and sketch map. All essential services are available to serve the site and the development is in accord with the Springfield Comprehensive Plan. Zeibert stated Bradfordton Road will need to be constructed north to connect with the existing road section located within Deerfield Subdivision. 60' of right-of-way for Iles Avenue will need to be dedicated from the section line. The Sangamon County Highway Department is currently constructing the Sangamon Valley Trail and the developer will need to work with the Highway Department to construct the trail crossing at Bradfordton Road. The adopted 2035 Springfield Area Transportation Study Long Range Transportation Plan identifies a trail to be included in the extension of Bradfordton Road from Johanne Court to Wabash Avenue. Electric lines need to be shown on the location map. Section 153.158(b)(4) states "the portion of a residential lot contiguous to a major or minor arterial shall have an addition 10' yard requirement over the minimum zoning yard requirement for screen planting." This extra setback will apply to Lots 1, 9-16 and 21. Zeibert asked where the detention was going to be located. Martin said it is in place at the north end of Oak Park. Zeibert said covenants will be needed at the preliminary plan stage.. Zeibert asked if the cul-de-sacs would need separate street names. Matt McLaughlin said they would not. The tree line needs to be identified on the location & sketch map. The owner's intent to subdivide is needed.

Jim Henricks, Sangamon County Department of Public Health, had no comments.

Paul O'Shea, Office of Planning & Economic Development, had no comments.

Steve Stewart, CWLP – Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Public Works, said Bradfordton Road needs to extend to Deerfield. Right-of-way is needed along Iles.

Lori Williams, City Traffic Engineering, said street names need to be on the plan.

Matt McLaughlin, Springfield Building & Zoning, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning, had no comments.

Roleen Thoele, CWLP – Electric, had no comments.

Kenneth Springs, citizen member, asked about natural water drainage. Martin said water will drain via the curb and gutter in the street into a detention pond on the north end. Bottom said drainage plans will be submitted at the preliminary plan stage.

Martin asked about the 60' of right-of-way from the section line. He said the plan shows 40' from the section line, 60' from the centerline. Bottom asked what was done in Deerfield. Bottom suggested that it be approved subject to right-of-way required as determined by the Public Works Department.

Nate Bottom moved to approve the location & sketch map, subject to:

- (1) Showing the electric lines on the location map;
- (2) Identifying the tree line on the location & sketch map;
- (3) Owner's intent to subdivide;
- (4) Street names need to be identified on the plan; and
- (5) Identifying the right-of-way dedication per the Office of Public Works.

Kenneth Springs seconded the motion and the vote to approve was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

**FILE NO.** 1996-01 LgSc

**CENSUS TRACT #** 36.02

**NAME OF SUBDIVISION:** Lewis Memorial Christian Village – Revised Large Scale

**JURISDICTION:** City

**DATE OF MEETING:** August 5, 2010

**OWNER:** Lewis Memorial Christian Village – Mike Hults

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. NE ¼, Section 36, T16N, R6W (SW corner of Koke Mill Road and Washington Street)

19.22   **Acres**   1   **Lot**

**MOTION TO RECOMMEND:** Approve, Subject To

**BY:** Nate Bottom

**2<sup>ND</sup> BY:** Matt McLaughlin

**VOTE:** Unanimous

Phil Martin presented the revised large scale plan.

Joe Zeibert, Regional Planning Commission, said there is no scale bar or north arrow identified on page C10. A note needs to be added to the lumen plan that all light fixtures shall be full cut off. Onsite vehicular circulation needs to be identified on the site plan. A construction entrance needs to be identified on the erosion control plan. Yard setbacks and TBY need to be identified. A crosswalk is needed for the new drive at the SE corner. Page C-7 extend the sidewalk to be located in front of the handicap spaces north of the entrance. Show sidewalks on landscape plan and photometric plan near entrance of the proposed building located off of the cul-de-sac. Possible tree/light fixture conflicts will need to be resolved. Zeibert noted that this is an excellent opportunity to connect to the Sangamon Valley Trail and that it would be beneficial for the area.

Jim Henricks, Sangamon County Department of Public Health, had no comments.

Paul O'Shea, Office of Planning & Economic Development, said the plan appears to meet the landscaping requirements but some of the plantings identified need to be verified. He said he could not locate the Norway spruce that was proposed to be planted on the plan.

Steve Stewart, CWLP – Water, said a main would need to be relocated at the owner's expense.

Gregg Humphrey, Springfield Metro Sanitary District, said the sanitary sewer service for the building may connect to the manhole so as not to interfere with the liner. The relining contractor must be approved by the Springfield Metro Sanitary District prior to performing the relining.

Nate Bottom, Public Works, said Storm inlet I-5 and storm line P-5 appear close to the future building and should be shifted further away. Storm manhole I-4 needs to have a Type. 1 open lid. Verify that there are no utility conflicts.

Lori Williams, City Traffic Engineering, said a parking schedule is needed – how many spaces are needed per zoning and how many are provided. Connectivity of the proposed sidewalk to the existing sidewalk, especially at the new intersection is needed. Specifications should be based on Supplement Specifications and Recurring Special Provisions adopted January 1, 2010, not 2007.

Matt McLaughlin, Springfield Building & Zoning, reiterated that a note is needed on the lumen plan that all light fixtures shall be full cut off. A parking schedule is needed to address the parking requirements as it is phased to be constructed. An off-street loading space is needed.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning, had no comments.

Roleen Thoele, CWLP – Electric, had no comments.

Kenneth Springs, citizen member, had no comments.

Phil Martin said the required stabilized construction entrance will use the main entrance to the development. Nate Bottom said a rock entrance is needed within the development

Nate Bottom moved to approve the revised large scale, subject to:

- (1) Identifying the scale bar and north arrow on page C10;
- (2) Adding a note to the lumen plan that all light fixtures shall be full cut off;
- (3) Identifying the onsite vehicular circulation on the site plan;
- (4) Identifying the construction entrance on the erosion control plan;
- (5) Identifying yard setbacks and TBY;
- (6) A crosswalk is needed for the new drive at the SE corner;
- (7) Extending the sidewalk on Page C-7 to be located in front of the handicap spaces north of the entrance;
- (8) Showing sidewalks on landscape plan and photometric plan;
- (9) Resolving tree/light fixture conflicts on the landscape and photometric plan;

- (10) Verifying plants on the landscape plan;
- (11) Water main relocation;
- (12) Shifting Storm inlet I-5 and storm line P-5 away from the future building;
- (13) Storm manhole I-4 needs to have a Ty. 1 open lid;
- (14) Verify that there are no utility conflicts;
- (15) Parking schedule;
- (16) The connectivity of the proposed sidewalk to the existing sidewalk, especially at the new intersection;
- (17) Specifications should be based on Supplement Specifications and Recurring Special Provisions adopted January 1, **2010**, not **2007**; and
- (18) Off-street loading space.

Matt McLaughlin seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

**FILE NO.**     2009-05  
**CENSUS TRACT #**     39.01

<b>NAME OF SUBDIVISION:</b>	Uncle John's Pond – Minor Subdivision – Final Plat
<b>JURISDICTION:</b>	City
<b>DATE OF MEETING:</b>	August 5, 2010
<b>OWNER:</b>	Charles R. Martin, Mary Rose Martin, John R. Martin
<b>ENGINEER:</b>	Fuhrman Engineering
<b>DESCRIPTION:</b>	Pt. NW ¼, Section 17, T15N, R4W & Pt. NE ¼, Section 18, T15N, R4W
	<u>5.023</u> <b>Acres</b> <u>2</u> <b>Lots</b>
<b>MOTION TO RECOMMEND:</b>	Approve, Subject To
<b>BY:</b>	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Jim Henricks
<b>VOTE:</b>	Passed with one no vote

Mike Curtis presented the final plat.

Joe Zeibert, Regional Planning Commission, said the existing zoning and setbacks need to reflect the current City of Springfield zoning district. A note is needed on the plan -- All current and future lot owners agree to participate financially in any future special assessment sewer projects. A note is needed on the plan -- All current and future lot owners will annex to the Springfield Metro Sanitary District when contiguous and extend the sewer to the structure on these lots at the owner's expense when sewer is available and adjacent to the property. A note is needed on the plan -- All current and future lot owners shall not construct, place, erect or plant anywhere within the existing Eastern Panhandle pipeline easement located on their lot, a house, garage, building, septic tank, drain lines, sewer or other utility lines, trees, lake reservoir, swimming pool, road, or other structure, facility or improvement. Correct the first note to say "Approval of this final plat by the City of Springfield.". A right-of-way note is needed dedicating the right-of-way to the City of Springfield in fee simple. "Directely" and "ditch" in the first note in the upper right are misspelled. Zeibert reminded Curtis that no driveway can be built on the area reserved for the septic field. Zeibert said corrections to the legal description are needed: (1) Beginning of the 3<sup>rd</sup> line, the P.O.B., calls out an "iron pin" in the legal but is shown as a set railroad spike; (2) End of the 3<sup>rd</sup> line into the beginning of the 4<sup>th</sup> line, the legal description calls out a "set iron pin" but the plat shows a "found iron pipe or rod" on the legend.; (3) 7<sup>th</sup> line or 1 line up from the bottom: the legal description says "42.88 feet", it should say "42.88 feet to a set iron pin" or perhaps "42.88 feet to a set rail road spike".

Jim Henricks, Sangamon County Department of Public Health, said the soil analysis is done and they will not issue a permit for any system that has a surface discharge. If an aeration system is going to be utilized it will need to include a 2/3<sup>rd</sup> lateral field.

Paul O'Shea, Office of Planning & Economic Development, had no comments.

Steve Stewart, CWLP – Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the District opposes development without all utilities in place. Humphrey asked if this developed touched the adjoining subdivision. Mike Curtis said it does not.

Nate Bottom, Public Works, had no comments.

Lori Williams, City Traffic Engineering, said directly and ditch are misspelled in the No Discharge Note. The second note about suitable sewage needs to state – 'Approval of this final plat by the City of Springfield does not constitute a guarantee that a suitable sewage disposal system can be constructed on each lot'. For the proposed roadway right-of-way, they require that it is all one parcel transferred to the City. It appears that segment 3 is missing and segment 6 is not needed. The right-of-way for the roadway will be taken care of on this plat, not on a separate plat. List the document number for the point of commencement. Show the centerline of Woodhaven Road. The Springfield Corporation line does not need to be shown on the plat. Rochester Township line should be removed and labeled as the Westline of the described township and range. She asked that the check sheet for Review of Survey issued by the City of Springfield be followed. All lettering for the plat should meet the minimum requirements. The school district needs to be listed. She said the engineer could refer to the property description document of the previous plat for this area, but this plat should be the metes and bounds of the field surveys and the appropriate descriptions. Williams said the following notation for the angle and length is preferred: N90°00'00"E941.14 (940.93) with a note that the distance in the parentheses is the record distance if necessary. A Land Surveyor's certification needs to be on the plat. (Example – I hereby certify that a survey was performed by me or under my direct supervision and the foregoing plat accurately represents the results of said survey).

Matt McLaughlin, Springfield Building & Zoning, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning, had no comments.

Roleen Thoele, CWLP – Electric, had no comments.

Kenneth Springs, citizen member, had no comments.

Nate Bottom moved to approve the final plat, subject to:

- (1) Correction -- existing zoning and setbacks needs to reflect the City of Springfield zoning district;
- (2) Note on plan -- All current and future lot owners agree to participate financially in any future special assessment sewer projects;
- (3) Note on plan -- All current and future lot owners will annex to the Springfield Metro Sanitary District when contiguous and extend the sewer to the structure on these lots at the owner's expense when sewer is available and adjacent to the property;

- (4) Note on plan -- All current and future lot owners shall not construct, place, erect or plant anywhere within the existing Eastern Panhandle pipeline easement located on their lot, a house, garage, building, septic tank, drain lines, sewer or other utility lines, trees, lake reservoir, swimming pool, road, or other structure, facility or improvement;
- (5) Correct the first note to say "Approval of this final plat by the City of Springfield...";
- (6) Right-of-way note dedicating the right-of way to the City of Springfield in fee simple;
- (7) Correcting the misspellings of "Directely" and "ditch" in the first note in the upper right;
- (8) Corrections to the legal description are needed: (1) Beginning of the 3<sup>rd</sup> line, the P.O.B., calls out an "iron pin" in the legal but shown as a set railroad spike; (2) End of the 3<sup>rd</sup> line into the beginning of the 4<sup>th</sup> line, the legal description calls out a "set iron pin" but the plat shows a "found iron pipe or rod" on the legend.; (3) 7<sup>th</sup> line or 1 line up from the bottom: the legal description says "42.88 feet", should it say "42.88 feet to a set iron pin" or perhaps "42.88 feet to a set rail road spike"?
- (9) The second note about suitable sewage needs to state -- "Approval of this final plat by the City of Springfield does not constitute a guarantee that a suitable sewage disposal system can be constructed on each lot";
- (10) For the proposed roadway right-of-way, they require that it is all one parcel transferred to the City. It appears that segment 3 is missing and segment 6 is not needed. The right-of-way for the roadway will be taken care of on this plat, not on a separate plat;
- (11) List the document number for the point of commencement;
- (12) Show the centerline of Woodhaven Road;
- (13) Rochester Township Line should be removed and labeled as the Westline of the described township and range;
- (14) All lettering for the plat should meet the minimum requirements;
- (15) The school district needs to be listed; and
- (16) A Land Surveyor's certification needs to be on the plat. (Example -- I hereby certify that a survey was performed by me or under my direct supervision and the foregoing plat accurately represents the results of said survey).

Jim Henricks seconded the motion and the motion passed with Gregg Humphrey voting no.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**